

# Governors State University Alumni Association

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## Board of Directors

### Officers

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Advancement and  
Alumni Relations

Rosemary D. Hulett

April 20, 2007

The Honorable William G. Holland  
Auditor General  
State of Illinois  
Office of the Auditor General  
Iles Park Plaza  
740 E. Ash Street  
Springfield, IL 62703-3154

Dear Mr. Holland:

An evaluation of the internal fiscal and administrative controls of the Governors State University Alumni Association for the certification due May 1, 2007 was performed in accordance with guidelines established by the Comptroller in consultation with the Director of Central Management Services.

The objectives of the system of the internal fiscal and administrative controls of the Governors State University Alumni Association are to provide reasonable, but not absolute, assurance that:

1. resources are utilized efficiently, effectively, and in compliance with applicable law;
2. obligations and costs are in compliance with applicable law;
3. funds, property, and other assets and resources are safeguarded against waste, loss, unauthorized use, and misappropriation;
4. revenues, expenditures, and transfers of assets, resources, or funds applicable to operations are properly recorded and accounted for to permit the preparation of accounts and reliable financial and statistical reports and to maintain accountability over GSU Alumni Association's resources; and
5. funds held outside the State Treasury are managed, used, and obtained in strict accordance with the terms of their enabling authorities and that no unauthorized funds exist.



The Honorable William G. Holland  
Auditor General  
April 20, 2007  
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The concept of reasonable assurance recognizes that the cost of inherent control should not exceed the benefits expected to be derived therefrom, and that the benefits consist of reduction in the risks of failing to achieve the stated objectives. Estimates and judgments are required to assess the expected benefits and related costs of control procedures. Furthermore, errors or irregularities may occur and not be detected because of inherent limitations in any system of internal accounting and administrative control, including those limitations resulting from the resource constraints, legislative restrictions, and other factors.

Finally, projection of any evaluation of the system to future periods is subject to the risk that procedures may be inadequate because of changes in conditions or that the degree of compliance with the procedures may deteriorate.

As a university related organization, the GSU Alumni Association utilizes the same systems and procedures of internal fiscal and administrative controls. Consequently, the required review of these systems was done in conjunction with Governors State University's review.

The systems of internal fiscal and administrative controls of the Governors State University Alumni Association comply with the requirements of this Act.

Sincerely,



Rosemary D. Hulett  
Chief Executive Officer

RDH/dd

cc: S. Fagan  
J. Tuohy  
K. Kissel  
D. Dixon